

RESOLUTION NO. 2009-213-R

**A RESOLUTION TO AUTHORIZE THE DISPOSAL OR DESTRUCTION OF
CERTAIN CITY CLERK-TREASURER AND MUNICIPAL COURT
DEPARTMENT RECORDS**

WHEREAS, the City Clerk-Treasurer has identified certain City records from the City Clerk-Treasurer and Municipal Court Departments, more specifically described on the attached forms identified as "Attachment A", that are eligible for destruction under guidelines established by the Alabama Local Government Records Commission; and

WHEREAS, the City Clerk-Treasurer has concurred with the disposal or destruction of these records, and

WHEREAS, the City Council desires to authorize the City Clerk-Treasurer Department to destroy records identified as eligible for destruction under such guidelines pursuant to a Local Government Records Destruction Notice submitted to the Department of Archives and History ten (10) days prior to the intended destruction.

NOW, THEREFORE, BE IT RESOLVED that the City Clerk-Treasurer Department is hereby authorized to proceed with destruction of records pursuant to the attached Local Government Records Destruction notices prepared by the City Clerk-Treasurer Department.

READ, APPROVED, and ADOPTED this 26th day of October 2009.

Tommy Overcash
President and Presiding Officer of the
Madison City Council

ATTEST:

Melanie A. Williard, CMC
City Clerk-Treasurer
City of Madison, Alabama

APPROVED this 26th day of October 2009.

Mayor Paul Finley

Bruseth, Kristen

From: Turley, Tom [Tom.Turley@archives.alabama.gov]
Sent: Friday, October 16, 2009 4:08 PM
To: Bruseth, Kristen
Subject: FW: Form Returned: dnform.pdf

Attachments: dnform.pdf



dnform.pdf (305
KB)

Dear Kristen:

We have received your Local Government Records Destruction Notice dated October 16, 2009, for 36 cubic feet of outdated records. They appear to be legally disposable under the municipal RDA.

We will maintain your notice permanently in our electronic files. If I can provide other information or assistance, please let me know.

Regards,

Tom Turley
Local Government Records Archivist
ADAH
(334)353-4607

-----Original Message-----

From: Bruseth, Kristen [mailto:kristen.bruseth@madisonal.gov]
Sent: Friday, October 16, 2009 1:48 PM
To: Turley, Tom
Subject: Form Returned: dnform.pdf

Form Returned: dnform.pdf

Instructions to add this form to a responses file:

1. Double-click the attachment.
2. Acrobat will prompt you to select a responses file.



Submit by Email

Print Form

LOCAL GOVERNMENT RECORDS DESTRUCTION NOTICE

Date October 16, 2009

04/04

To document the legal destruction of records in your agency's records disposition authority (RDA), send this form to the ADAH Government Records Division. **Records not covered by an approved RDA, or records created prior to 1900, may not be legally destroyed.** If you would like ADAH to review your notice before the records are destroyed, please submit it **10 days** before the scheduled destruction date. Your office should retain a copy. If you have questions, contact the ADAH Government Records Division at (334)242-4452.

Please type. See instructions on back.

Local Government City of MadisonDepartment City Clerk-TreasurerProgram Unit Archives**SEND ORIGINAL FORM TO:**

DEPARTMENT OF ARCHIVES AND HISTORY
ATTENTION: LOCAL RECORDS SECTION
P.O. BOX 300100
MONTGOMERY, ALABAMA 36130-0100

This agency will destroy the records listed in the manner checked below:

☒ SHREDDING ☐ LANDFILL ☐ BURNING ☐ RECYCLING ☐ OTHER

☐ MICROFILMING, WITH DESTRUCTION OF THE ORIGINAL RECORDS (Note: Microfilm must meet ANSI/AIIM standards before the destruction of original records can be approved.)

DATE OF DESTRUCTION November 20, 2009CUBIC FEET DESTROYED approximately 36

I hereby certify that the records to be destroyed are correctly represented below, that they are eligible for destruction according to a records disposition authority approved by the Local Government Records Commission, that audit and Sunset Review requirements have been fully satisfied, and that the records are not required for any pending or imminent litigation.

Melanie A. Williard City Clerk-Treasurer

Signature and Title of Authorizing Official

Kristen N Bruseth (256) 772-5655

Name/Telephone Number of Person Completing Notice

RDA RECORD NUMBER	NO. OF <input type="checkbox"/> boxes <input type="checkbox"/> reels <input type="checkbox"/> books	RECORDS TITLE - AS SHOWN IN RDA (Include variant titles in parentheses)	DATE SPAN OF RECORDS TO BE DESTROYED	DATE LATEST RECORDS LISTED WERE AUDITED
2.01a	29.25 cub ft	Election records - statements, supplies, ballots	2008	
2.01c	.75 cubic ft	Election records - Absentee election materials	2008	
17.02	.03 cubic ft	Reference files	FY 03/04	
17.06	.03 cubic ft	Public Notices	FY 06/07	
17.08	.83 cubic ft	Routine correspondence	1988 - FY 06/07	
17.10	.01 cubic ft	Complaint files/unmitigated damage claims	April 13, 2007	
17.13	.05 cubic ft	Calendars	2003, 2005-2007	
18.01c	.07 cubic ft	Employee certification files	1994-2005	
18.03a	2.591 cub ft	Routine accounting records	1998 - FY 06/07	
18.04	1.07 cub ft	Purchasing records	FY 05/06 - 06/07	
18.05	.59 cubic ft	Contracts	expired thru 10/1/1999	
19.09b	.05 cubic ft	Unsuccessful applications	December 2004 - 2005	
19.11	.10 cubic ft	Employee personnel files	1978 - 1980	
19.14a	.66 cubic ft	Individual employee leave and attendance rec	FY 05/06 - FY 06/07	

The records above have been destroyed in the manner shown. Witnessed by

Name/Title

Date

RESOLUTION NO. 2009-217-R

A RESOLUTION TO APPROVE ADVANCES OF TRAVEL EXPENSES OF OFFICERS OR EMPLOYEES OF THE CITY OF MADISON, ALABAMA

WHEREAS, in conducting business of the City, one or more officers or employees of the City of Madison will travel to Clanton, Alabama on or about November 9, 2009 through November 11, 2009 for the following purpose: to attend the K-9 Training, and

WHEREAS, the following employees or officers have requested an advance of travel expenses in the amount stated below:

Josh Gentry

\$120.00

and

WHEREAS, in accordance with Alabama Code Section 36-7-3, the City Council desires to approve advances of funds to defray these expenses.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Madison, Alabama, that advances of the above-stated amounts are hereby approved for each of the listed officers or employees to defray travel expenses for the purposes stated.

BE IT FURTHER RESOLVED that within ten (10) days after returning from said travel each officer or employee shall file with the Budget Officer an itemized statement accounting for advances approved hereunder. If the sum advanced exceeds expenses incurred, the officer or employee shall refund to the City any excess advance. If approved itemized expenses exceed the amount advanced, the officer or employee shall be reimbursed for the expenses for which no advance was made.

READ, APPROVED AND ADOPTED this 26th day of October, 2009.

Tommy Overcash
President of the City Council
City of Madison, Alabama

ATTEST:

Melanie A. Williard
City Clerk-Treasurer
City of Madison, Alabama

APPROVED this 26th day of October, 2009.

Paul Finley, Mayor
City of Madison, Alabama



3644 Vann Road, Suite 100
Birmingham, Alabama 35235
Phone (205) 655-8855 - Fax (205) 655-8825

INVOICE

Bill to: City of Madison
100 Hughes Road
Madison, AL 35758

ATTN: Gary Chynoweth

Project: Madison Major Street Plan
Location: Madison, Alabama

RECEIVED

SEP 28 2009

BY: *G. Spivey*
ENGINEERING

Date: September 23, 2009
Invoice #: 7469
SCI Project #: 1117-011
Purchase Order #: 58110
Terms: Net 30 Days
Billing Period: 8/15/09-9/18/09

DESCRIPTION			AMOUNT
Professional transportation services rendered through September 18, 2009 associated with the City of Madison Alabama's Major Street Plan. During the billing period the following costs were incurred:			
<u>TASK</u>	<u>BUDGET</u>	<u>PERCENT COMPLETE</u>	
Major Street Plan	\$ 35,000.00	89%	\$31,150.00
TOTAL FEE EARNED TO DATE			\$31,150.00
LESS PREVIOUSLY BILLED			\$25,550.00
Total Due			\$5,600.00

Aged Receivables as of this invoice:

Current
\$5,600.00

1 to 60 Days Overdue
\$ -

> 60 Days Overdue
\$ -

Total Outstanding
\$ 5,600.00

8F

WILMER & LEE, P.A.
100 Washington Street, Suite 200
P. O. Box 2168
Huntsville, AL 35804-2168

Tax ID: 63-0786567

October 02, 2009

Invoice submitted to:

City of Madison
attn: Lisa Bullock
100 Hughes Road
Madison AL 35758

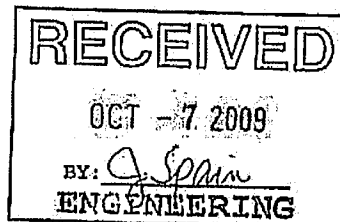
In Reference To: Gillespie Road Extension Project

Invoice # 91883

Account # 02/06319/0003-0

Professional Services

		<u>Hrs/Rate</u>	<u>Amount</u>
8/28/2008	SHG Telephone conference with Julian Butler (Gillespie Road)	0.20	30.00
		150.00/hr	
8/26/2009	ASR Telephone conference with Julian Butler regarding resolution from Madison County regarding Tract 17	0.20	30.00
		150.00/hr	
9/1/2009	ASR Forward City Council resolution to Keith Conville; attempt to contact Marc Richerson; analyze negotiator's reports for Tracts 17 and 17A	0.50	75.00
		150.00/hr	
9/3/2009	ASR Prepare deed for Liberty Point; receive voicemail from Marc Richerson regarding executing deed	1.00	150.00
		150.00/hr	
9/9/2009	ASR Finalize deed for Tract 16	0.40	60.00
		150.00/hr	
9/10/2009	ASR Meet with Marc Richerson to execute deed on Tract 16; negotiate regarding Tracts 17 and 17A; telephone conference with Keith Conville regarding counteroffer on 17 and 17A	0.60	90.00
		150.00/hr	
9/11/2009	ASR Contract Marc Richerson regarding City offer for Tracts 17 and 17A	0.25	37.50
		150.00/hr	
9/17/2009	ASR Receive voicemail and leave return voicemail for Marc Richerson regarding Tract 16	0.25	37.50
		150.00/hr	
	For professional services rendered	3.40	\$510.00
	Previous balance		\$847.50
9/3/2009	Payment - thank you		(\$502.50)
9/22/2009	Payment - thank you		(\$347.00)
	Total payments and adjustments		(\$849.50)



86

Balance due

Amount

\$508.00

Timekeeper Summary

<u>Name</u>	<u>Hours</u>	<u>Rate</u>	<u>Amount</u>
Samuel H. Givhan	0.20	150.00	\$30.00
Angela S. Rawls	3.20	150.00	\$480.00

OMI, INC.

5151 Research Drive, N.W.
Huntsville, Alabama 35805
Tel: 256-837-7664 Fax: 256-837-7677

INVOICE

Invoice Number: 12084
Date: September 30, 2009

To: City of Madison
100 Hughes Road
Madison, AL 35758

Project: Construction Materials Testing Services
Balch Road Extension
Project No. 07-010
Madison, AL

Attn: Mr. Gary Chynoweth

CLIENT P.O.
NUMBER

56493

OMI JOB NO.

5128

DATES OF
SERVICE

August - Sept.

TERMS

Net 30

Late Charges of 1.5% compounded may be charged on accounts over 30 days. Minimum late charge of \$15 per month.

DESCRIPTION	QUANTITY	UNIT PRICE	TOTAL
Construction services for above referenced project Not To Exceed \$10,000.00			
Registered Engineer	5 hours	\$90.00 hour	\$450.00
Field density test	12 tests	\$27.00 each	\$324.00
Nuclear gauge rental	1 day	\$45.00 day	\$45.00
Pick up cylinders - 4 sets of 3	12 cyls	\$10.00 each	\$120.00
Cure and break cylinders made by others	12 cyls	\$22.00 each	\$264.00
Trip Charge	5 trips	\$50.00 each	\$250.00
			\$250.00

TOTAL DUE THIS INVOICE **\$1,453.00**

Make all checks payable to OMI, Inc.

If you have any questions concerning this invoice, call: Bruce Dombrowski or Jeremy Jess.

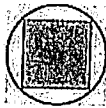
THANK YOU FOR YOUR BUSINESS!

RECEIVED

OCT - 8 2009

BY: J. Spain
ENGINEERING

8H



GOODWYN, MILLS AND CAWOOD, INC.

CITY OF MADISON ENGINEERING
DEPARTMENT
100 HUGHES ROAD
ATTN: GREG BATES
MADISON, AL 35758

October 02, 2009

Invoice No: HL080024

Project HL08002 BRADFORD CREEK GREENWAY PHASE I

ADDITIONAL SERVICES: RE-BID OF PROJECT

Professional Services from August 23, 2009 to September 19, 2009

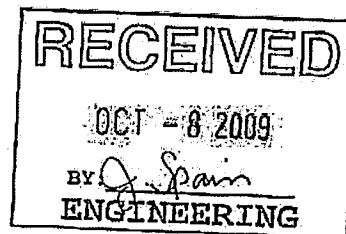
Professional Personnel

	Hours	Rate	Amount
SENIOR LANDSCAPE ARCHITECT	11.00	165.00	1,815.00
LANDSCAPE ARCHITECT INTERN	1.75	90.00	157.50
TECHNICAL II	14.50	75.00	1,087.50
Totals	27.25		3,060.00
Total Labor			3,060.00

Outstanding Invoices

Total this Invoice \$3,060.00

Number	Date	Balance
HL080023	9/2/2009	2,411.25
Total		2,411.25



8I

Tecorp, Inc.

P.O. Box 2122

Huntsville, AL 35804

Invoice

Date	Invoice #
10/2/2009	11083

Please include our Invoice # on
all correspondence/payments.

E-mail
tec corp@knology.net

Phone #	Fax #
256-533-7565	256-533-4220

Bill To
City of Madison, AL Engineering Attn: Jenny Spain/ Accts Payable 100 Hughes Rd Madison AL 35758

Project	P.O. No.	Terms
	0005741	Due on receipt

Quantity	Description	Rate	Amount
1	Lump Sum - Install 4-way LED Flasher	9,250.00	9,250.00
<div data-bbox="592 1001 927 1224"><p>RECEIVED</p><p>OCT 21 2009</p><p>by <i>J. Spain</i></p><p>ENGINEERING</p></div>			
Total			\$9,250.00

85

Reed Contracting Services, Inc.

4704 Union Grove Road • Union Grove, AL 35175-8197
PHONE: (256) 753-6134 • FAX: (256) 753-2390
ASPHALT PLANT • 991 HWY 231 • Lacey's Spring, AL 35175
PHONE: (256) 882-2202 • Fax: (256) 882-2258

INVOICE

Invoice
Number:

10709

To: CITY OF MADISON
100 HUGHES ROAD
MADISON, AL 35758

Ship To: CITY OF MADISON
ATTEN FINANCE DEPT
100 HUGHES ROAD
MADISON, AL 35758

Account No.	P. O. No.	Ship Via	Date Shipped	Terms	Invoice Date	Pg
CITYMADI	59505			Net 15	9/28/09	1

Item No.	Quantity	Description	Unit Price	Extended Price
	20.42	TONS 416-1 3/4" LIMESTONE MIX TICKETS: 48134 & 48133	48.00	980.16*

Belch Rd. Est.
Total ~~6591.16~~
\$8,863.16

* means item is non-taxable

Sales Amount	980.16
TOTAL	\$980.16

Thank you for your business!

8K

Reed Contracting Services, Inc.

4704 Union Grove Road • Union Grove, AL 35175-8197
PHONE: (256) 753-6134 • FAX: (256) 753-2390
ASPHALT PLANT • 991 HWY 231 • Lacey's Spring, AL 35175
PHONE: (256) 882-2202 • Fax: (256) 882-2258

INVOICE

Invoice
Number:

10712

To: CITY OF MADISON
100 HUGHES ROAD
MADISON, AL 35758

Ship To: CITY OF MADISON
ATTN FINANCE DEPT
100 HUGHES ROAD
MADISON, AL 35758

Account No.	P. O. No.	Ship Via	Date Shipped	Terms	Invoice Date	Pg
CITYMADI	59505			Net 15	9/29/09	1

Item No.	Quantity	Description	Unit Price	Extended Price
	112.22	TONS 416-1 3/4" LIMESTONE WEARING TICKETS: 48263 48262 48247 48245 48233 48224 48215 48204 48195	50.00	5,611.00*

* means item is non-taxable

Thank you for your business!

Sales Amount	5,611.00
TOTAL	\$5,611.00

Reed Contracting Services, Inc.

4704 Union Grove Road • Union Grove, AL 35175-8187
PHONE: (256) 752-6134 • FAX: (256) 753-2300
ASPHALT PLANT • 991 HWY 231 • Lacey's Spring, AL 35175
PHONE: (256) 882-2202 • Fax: (256) 882-2258

INVOICE

Invoice
Number: 10774

To: CITY OF MADISON
100 HUGHES ROAD
MADISON, AL 35758

Ship To: CITY OF MADISON
ATTEN: FINANCE DEPT
100 HUGHES ROAD
MADISON, AL 35758

Account No	P O No	Ship Via	Date Shipped	Terms	Invoice Date	Pg
CITYMADI	59522			Net 15	10/1/09	1

Item No	Quantity	Description	Unit Price	Extended Price
	45.44	TONS 418-3 WEARING MIX TICKETS: 48384 48364 48348	50.00	2,272.00*

Balch Rd. Extension
07-010

* means item is non-taxable

Sales Amount	2,272.00
TOTAL	\$2,272.00

Thank you for your business!

INVOICE

SMITH ENGINEERING Co., Inc.

8624 Memorial Parkway S.W.

Huntsville, AL 35802

(256) 539-9426 • FAX: (256) 539-9428

CIVIL ENGINEERING
LAND SURVEYING

W.O.# 09-112

OCTOBER 5, 2009

CITY OF MADISON
PUBLIC WORKS DEPARTMENT
400 CELTIC DRIVE
MADISON, AL 35758

DESCRIPTION	BALANCE
STAKE RIGHT-OF-WAY AND EASEMENT AT HOSPITAL PARK - HIGHWAY 72 WEST	
FIELD TIME	
10.5 HOURS AT \$125 AN HOUR	\$1,312.50
LAND SURVEYOR	
1 HOUR AT \$65 AN HOUR	65.00
	\$1,377.50

*Homestead Drainage
Improvement
09-007*

A SERVICE CHARGE OF 1.5% PER MONTH - 18.0% PER ANNUM WILL
BE ADDED TO ALL ACCOUNT BALANCES OVER 30 DAYS PAST DUE.

8L

WILSON LUMBER

ESTABLISHED 1949

Huntsville
4818 Meridian Street
Phone: 256-852-7411

Madison
7105 Highway 72 West
Phone: 256-895-9911

Collect Now Order

Order No **44429**
Order Date **09/09/2009**
Customer **C3580**
Your Ref **59425**
Delivery **On 09/09/2009**
Taken By **Jim Ossip**
Sales Rep **Jim Ossip**

Invoice Address
CITY OF MADISON
ACCT PAYABLE
100 HUGHES RD
MADISON, Alabama, 35758

Delivery Address
CITY OF MADISON
PUBLIC WORKS



Page 1 of 1

Special Instructions

Notes

Line	Product Code	Description	Qty/Footage	Price	Per	Total
1	416S	2X4-16 STD & BTR SPRUCE 9/16	9.0000 ea	4.06	ea	36.54

*Mill Rd Improvement
07.007*

[Signature]

Total Amount	\$36.54
Sales Tax	\$0.00
Order Total	\$36.54

Subject to our terms and conditions of sale. Further copies available on request.

8M